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18 November 1965

MEMORANDUM FOR: Deputy Director for Support

**SUBJECT : Weekly Report of the Office of Training
18 November 1965**

1. DCI's Presentation to the Intelligence Review Course

The Intelligence Review Course (11) closed on 10 November with an address by Admiral Raborn. This was the DCI's first visit to 1000 Glebe. Admiral Raborn spoke for approximately 40 minutes and spent the remainder of the hour responding to questions. Highlights of his message were: (1) that such a training course was good because it increased the individual member's knowledge of the rest of the Agency; (2) that he is impressed by the caliber of Agency personnel but, in light of the President's instructions to him to make CIA the best intelligence organization in the world, his duty is to seek out areas where improvements need to be made; (3) we must learn to plan ahead -- 10 years, 5 years, etc. -- rather than spend all our time fighting "brush fires;" (4) CIA must remember its primary mission is intelligence and not policy or action; (5) teamwork -- including the avoidance of criticism of fellow employees -- is essential.

2. Lecture at American University

On 9 November, [REDACTED] presented an unclassified lecture in the Intelligence Research and Analysis Course conducted by Prof. David Holly at American University. This is the program which was conceived and

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25X1A organized by [REDACTED] formerly with Intelligence School, OTR.

25X1A The subject of [REDACTED] lecture was "The National Security Structure and the U.S. Intelligence Community." The seminar group consisted of eight seniors and graduate students, although several invitees from the School of International Service attended. This was a serious-minded group whose questions showed a lack of basic knowledge of our national security mechanisms, but not a trace of hostility toward the U.S. intelligence mission or the Agency.

25X1A [REDACTED] are scheduled to lecture later in the course. Larry's initial impression is that Prof. Holly, a retired Navy Captain and intelligence specialist, is doing a fine job.

3. School of International Communism

These are busy times for the School of International Communism. Last week a special communism course for NPIC and the combined Communist Party Organization and Operations and Anticommunist Operations Courses (CPO&O/ACO) were in session. This week with the CPO&O/ACO continuing, two more courses begin -- the China Familiarization and Introduction to Communism (CTs). With reference to the special NPIC course, the concluding two weeks confirmed the initial staff impression that it probably was not worth the effort because of the general low-level and caliber of the students involved. The general feeling was that the group did not benefit appreciably from the instruction.

4. SIC Participation in State Department Training Programs

25X1A [REDACTED] has talked with Mrs. Newhart, State Department, about

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possible participation in State's orientation for new employees. This course, which is run once a month, is apparently for all new State employees with the exception of the JOTs. Our first presentation to this group will probably be given sometime in January.

The program which the Intelligence School and School of International Communism ran for State JOTs last week at Langley was probably a useful effort on our part, particularly in terms of our demonstrating reasonable intentions to cooperate. State is still urging, however, that a talk on the Clandestine Services be included. The JOTs, most of whom will embark immediately for overseas assignments, already have some misconceptions about the role of the DDP. A presentation on the DDP would go a long way to exorcise a few of the more serious misconceptions.

5. Project USEFUL

25X1A [REDACTED] have reviewed with [REDACTED] 25X1A
his memorandum to Mr. FitzGerald regarding the continuation of Project
25X1A USEFUL. [REDACTED] states in his memorandum that the majority of the respondents in the DDP and the military favor a continuation of Project USEFUL, but that it should be reduced to one week. In his paper he stresses two points: first, the Agency gains more from the program than it puts in and, second, rather than weakening security it helps to strengthen it. Both points are documented. He recommends that the next presentation should take place from 18-22 April 1966.

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6. Meritorious Award

It is our understanding from FE Personnel that [REDACTED] has
been nominated for the Distinguished Intelligence Medal. [REDACTED]

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7. OTR Task Force for Crisis Situations

OTR has selected for inclusion on the TDY Standby Roster the names of eighteen officers from both the Office of Training and DDP career services. Administrative action is being taken to up-date their passports, immunizations, physical examinations and cover stories.

8. Transfer of Library Responsibilities from OCR to LTS

In connection with the transfer of Library responsibilities from OCR to OTR/LTS at [REDACTED] a complete review was made of all periodicals purchased by OCR and LTS for the Library. As a result of this review a net savings to the Agency of \$1,232.76 was achieved, while still providing thoroughly adequate holdings in the Library.

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9. Career Training Program

To obtain more applicants for the Career Training Program, certain CTP officers will conduct follow-up interviews with the recruits. The purpose of the interviews is to sustain interest on the part of the applicant and to explain further the CT Program to him. [REDACTED] has been chosen for the first field trip which will cover [REDACTED] territory in the

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25X1A Boston area. [REDACTED] has reviewed all of [REDACTED] recent cases and in 25X1A
coordination with the Recruitment Branch/OP has developed a list of
prospects with whom follow-up interviews will be held.

25X1A 10. [REDACTED]

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doing a very fine job.

25X1A [REDACTED] Briefing Film (to be known informally as "Academy Anonymous")

The scenes that were filmed at 1000 Glebe last week completed the shooting
schedule for this film. Most of the film has been put together in rough form
and an interlock showing is scheduled for the last week of November. It
appears that the finished product will run approximately 17 minutes.

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13. OTR Attendance

Internal training attendance for the week of 8-12 November 1965 was 571 employees; external attendance was 417.

14. Effective Speaking Course for NPIC

25X1A [REDACTED] NPIC Training Officer, advised [REDACTED] on 8 November that 12 to 15 NPIC officers have requested an Effective Speaking Course be given in the spring of 1966. Because of previous commitments, OTR has no qualified staff instructors available to give the course, however,

25X1A [REDACTED] will be available. The NPIC course would be in addition to those in [REDACTED] present contract and the cost would be approximately \$600.

15. Intelligence Orientation

Fifty-four applications have been received for the next IO course which begins 22 November. With the enrollment restricted to a maximum of 42 because of classroom space, 12 will be held over for the next course. If this increase in input continues next year, we will need to consider the scheduling of additional IOs or find a larger classroom.

16. Attache and Strategic Intelligence Course (DIS)

25X1A [REDACTED] has informed OTR that the DCI is agreeable to making a closing address for a future Attache and Strategic Intelligence class but he will not be able to make an appearance before the class that graduates on 17 December. The Attache students expressed genuine appreciation for the program arranged for them at Headquarters on 9 November. Attache

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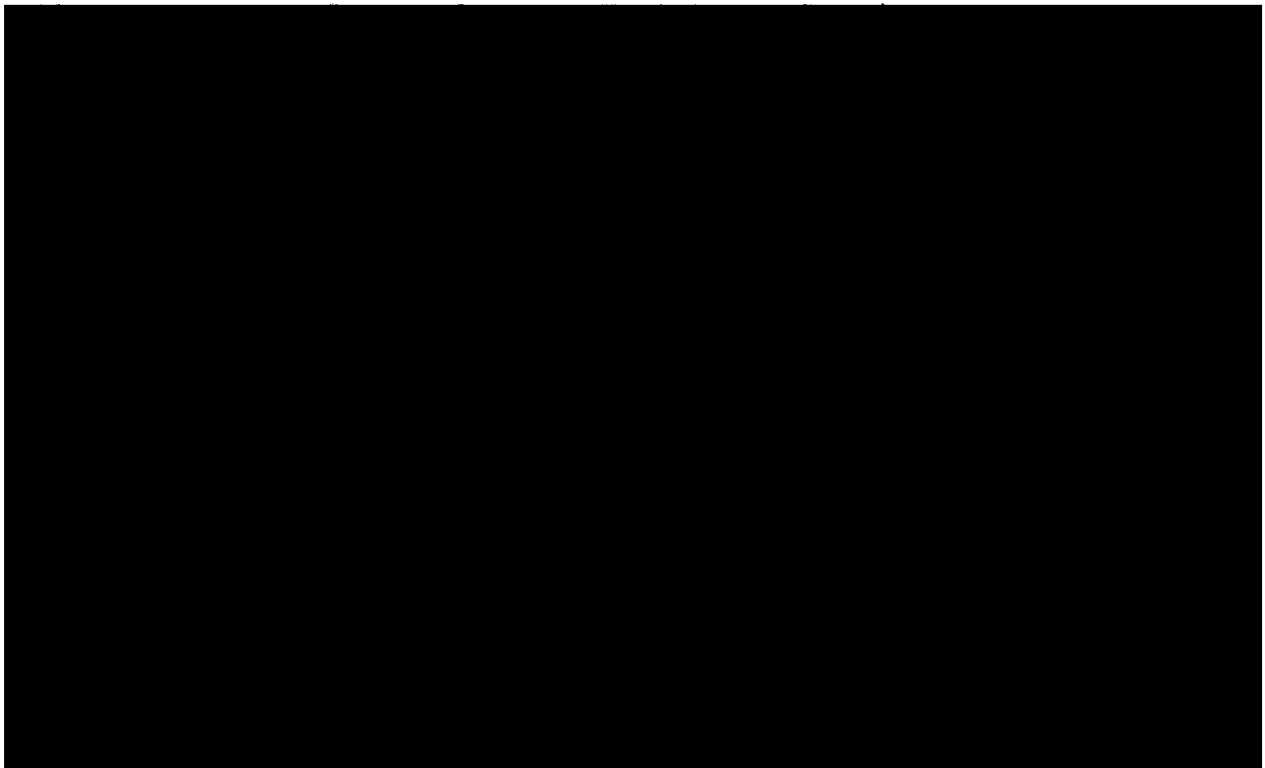
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17. Advanced Intelligence Course (DIS)

DIS officials have been informed that the Director of Training will not be able to accept an invitation to talk to the graduates of the Advanced Intelligence class on 10 ^{December} November:



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19. Vietnam Orientation Seminar No. 1

VOS No. 1 began on 15 November with [REDACTED] giving an excellent keynote address. A total of 32 students are enrolled.

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20. Scientific and Technical Operations Course No. 4

Based on insufficient enrollment, a memorandum was written recommending cancellation of this running of the course. However, the prime customer, FE Division, when hearing about the proposed cancellation,

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provided sufficient students to run the course. The course started on 15 November with a total of 13 students.

21. Program

On 10 November [redacted] attended a meeting with [redacted] and other [redacted] officers regarding the training of [redacted] personnel. Since the EODing of [redacted] is most sporadic, [redacted] requested that OTR consider a holding type training program which would permit a certain amount of reading and indoctrination pending final security clearances. This was considered impractical and not truly a saving of time needed for training. Hopefully we can resolve [redacted] problems by the admittance of [redacted] in our regularly scheduled courses as they enter on duty.

22. [redacted]

[redacted]

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MATTHEW BAIRD
Director of Training